

KENTUCKY BOARD OF CERTIFICATION OF ALCOHOL & DRUG COUNSELORS
BOARD MEETING MINUTES
MARCH 6, 2007

A regular meeting of the Board of Certification of Alcohol and Drug Counselors was held at the Division of Occupations & Professions on March 6, 2006.

MEMBERS PRESENT

Jean P. Keen, Vice Chair
Chris Fajardo
Terry L. Reams
William Michael Sewell
Patrick M. McKiernan

OCCUPATIONS & PROFESSIONS STAFF

Wendy Satterly, Division Supervisor
Karen Lockett, Board Administrator

MEMBERS ABSENT

Michael D. Vance, Chair
Martha Roberts Hardesty
Claude Wagoner, Director

OTHERS PRESENT

Diane Fleming – Board Attorney
Edgar Wallace – Applicant

CALL TO ORDER

Vice Chair Keen called the meeting to order at 10:25 a.m.

MINUTES

Motion was made by Mr. Reams to approve the minutes of the December 5, 2006 meeting. Motion, seconded by Mr. Fajardo, carried.

FINANCIAL STATEMENT

Motion was made by Mr. Reams to accept the financial statement. Motion, seconded by Mr. Sewell, carried.

DIRECTOR'S REPORT

Ms. Satterly discussed the financial report and that the imaging process has started to take place on scanning all files.

COMPLAINTS AND OTHER LEGAL MATTERS-MS. FLEMING

- Complaint # 0405 – Agreed Order has been updated and mailed out. Certificate holder will have a response by the April meeting for Board Approval
Complaint # 0501 – Hearing held. Awaiting recommended Order from Hearing Officer
Complaint #0502 - Authorized counsel to file complaint
Complaint #0503 - Authorized Counsel to file an administrative complaint
Complaint #0504 - Counsel will review file and make a recommendation to the Board at the April board meeting regarding potential courses of action.
Complaint #0601 - Counsel will write follow-up letter to Attorney extending Agreed Order deadline for response to March 27, 2007. If no response, Board will consider filing a formal complaint.

Attorney Fleming discussed the regulation changes with the Board. The regulation on Fees is being amended.

NEW BUSINESS

Mr. Edgar Wallace came to speak to the Board regarding his application for certification in Kentucky, Mr. Wallace is transferring from North Carolina. Mr. Wallace spoke about his credentials and the places of employment that he had obtained. Ms. Jean Keen, Vice Chair discussed it with the Counsel and other Board members and the Board granted Mr. Wallace his Certification.

Chairman Mike Vance and Vice Chairman Jean Keen will be representing the Kentucky Board Of Certification of Alcohol and Drug Counselors at the IC & RC conference in Orlando, Florida from April 9-14, 2007.

A monthly licensure status report was added to the agenda for the Board to review at each Board meeting.

The Board discussed the Kentucky School Luncheon in Florence, Kentucky on July 22 – 27, 2007. There will be a mass mailing out to all of the CADC requesting nominations for the Counselor of the Year Award. The award will be giving to the Counselor at the Kentucky School Luncheon. Mr. McKiernan discussed that he will help provide the menu for the luncheon. Vice Chairman Keen will touch bases with Justina Keathley

Motion was made by Mr. Fajardo to approve the Appearance fee for Terri Pelosi for a Administrative hearing, Motion seconded by Mr. Sewell, carried.

APPLICATION REVIEW

Motion was made by Mr. McKiernan to approve all actions taken on applications for certification. Motion seconded by Mr. Fajardo, carried.

CONTINUING EDUCATION

Motion was made by Mr. Reams to approve all actions taken on applications to provide continuing education. Motion, seconded by Mr. Sewell, carried.

TRAVEL

Motion was made by Mr. Reams for approval of travel for today's meeting and payment of travel and per diem expenses for Todd Trumbore to serve as an expert witness in the Administrative Hearing in the matter of Complaint #0501. Motion, seconded by Mr. Sewell, carried.

NEXT MEETING

April 3, 2007

ADJOURNMENT

Being no further business to come before the Board, the meeting adjourned at 1:00 p.m.



Approved
